



Armstrong Atlantic State University
Minutes of the Staff Advisory Council
Wednesday, August 2, 2006

Present: Jonnie Chandler, Scott Gilreath, Peter Mastopoulos, Betsy Ray, Peggy Witherow, Noot Tisdale, Brian Dawsey, Peggy Williams, Rebecca Carroll (ex-officio)

Absent: Ginger Smith (excused)

Guest: None

The members of the Staff Advisory Council met at 1:00 p.m. in Burnett Hall President's Conference Room.

The August meeting of the Staff Advisory Council was called to order at 1:11 p.m. Wednesday, August 2, 2006. Peter Mastopoulos, Chair, presided.

I: Copies of the approved minutes of the July 13, 2006 meeting were distributed to the Council.

II: Status Reports Update

Scott Gilreath gave an update on the professional/personal development ideas of other universities Staff Councils. Some consisted of career and resume building and campus resource workshops as part of their professional development for staff. They also have a staff appreciation day as well. Scott mentioned some ideas for AASU Staff Advisory Council to consider such as having professional development workshops using our campus resources such as conflict resolution and computer/technology training. Scott mentioned that the new exercise facility would only cost \$10.00 a month for staff, which can be a great incentive for the staff enrichment program.

Peggy Witherow gave an update on the Staff Advisory Council mission statement. Peggy researched other university Staff Councils missions and found that we are definitely on target with serving every aspect of campus and staff relationship and by keeping communication open and the staff involved in decision making.

III. Committee Reports

Peggy Williams gave an update for the Special Events Committee. The Staff Advisory Council will have a booth on AASU Day, October 18, 2006. A motion was made and approved to sponsor a book sale to promote the staff textbook scholarship and to raise additional funds.

IV: Bylaws Update

Copies of the Council bylaws with the proposed revisions were distributed by Jonnie Chandler and a motion was made and approved by the Council. The proposed changes are found in ARTICLE V. ELECTION OF THE COUNCIL

A. The Council shall consist of nine members of the staff. The staff shall elect the requisite number of representatives each year for two-year terms (however, for the first election see (I)). No more than one member from any program or office (i.e., smallest unit within Academic Affairs, Business Affairs, External Affairs, Student Affairs, and the President's Staff) can serve on the Council. No more than four members may serve from the Academic Affairs staff unit, no more than two members may serve from ~~the~~ Business and Finance, and no more than one member may serve from External Affairs, Student Affairs, and the President's Staff.

E. Prior to the spring semester meeting, each program or office shall receive from the Election Committee a list of eligible staff members for nomination for membership in the Council. Each program or office shall elect one ~~staff~~ nominee ~~from outside its unit and, if the unit is not represented on the Council, one staff nominee within its unit from each staff unit not represented on the Council~~. No later than March 31, nominations shall be forwarded to the Vice-Chair of the Council. The names of the nominees will be distributed to the staff at least five calendar days before the spring semester Assembly meeting.

The proposed revisions of the Council bylaws will be presented to the Staff Assembly on Wednesday, September 20, 2006 for approval.

V: Staff Textbook Scholarship Applications

The Council randomly pulled two names from a group of 15 applicants for the staff textbook scholarship. Leona Avey, Language, Literature & Philosophy and Cynthia DeVoe, Dental Hygiene are the first recipients of the scholarship for the fall 2006 semester. Each recipient receives a \$50 credit toward the purchase of course materials in the AASU Bookstore.

VI: University Initiatives

Rebecca Carroll informed the Council that it is only in the planning stages right now for professional development for faculty and staff at Armstrong Atlantic State University. A future initiative would be to offer a legal workshop to department heads, Deans, and VPs since there is no official training for managers on campus. A survey will then be sent out to inquire what may be needed for every level of faculty and staff on campus.

VII: USG Staff Council Conference

Peter Mastopoulos informed the Council that Armstrong Atlantic State University Staff Advisory Council is now an official member of the University System of Georgia Staff Council. Scott Gilreath will be attending this year's annual USGSC Conference November 2-3, 2006 at Fort Valley State University in Fort Valley, Georgia.

VIII: New Business

- The Staff Assembly will be Wednesday, September 20, 2006 from 3:00-4:00 p.m. in the Armstrong Center Auditorium.
- The Council will discuss as a future agenda item the election process of Council officers.
- Peggy Williams will be absent (excused absence) from the September 6, 2006 Council meeting.

The meeting was adjourned at 2:10 p.m.

Respectfully submitted,

Peggy Williams, Secretary

Next Council meeting

**Wednesday, September 6, 2006 at 1:00 p.m. in Burnett Hall President's
Conference Room**

Attachments:

Draft of Bylaws changes

Staff Councils Mission Statements

Staff Textbook Scholarship Applications

Web site questions: There were no questions submitted to the web site.